



ADMINISTRATION FOR  
**CHILDREN & FAMILIES**

Office of Community Services | 330 C Street, S.W., Washington, DC 20201  
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## Low Income Home Energy Assistance Program

### Dear Colleague Letter

**DCL#:** LIHEAP-DCL-2020-03  
**DATE:** January 17, 2020  
**TO:** LIHEAP Grantees and Interested Parties  
**SUBJECT:** FY 2020 LIHEAP Compliance Review Monitoring Schedule  
**ATTACHMENT(S):** None

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Dear Colleagues,

In federal Fiscal Year (FY) 2020, staff from the Division of Energy Assistance, Office of Community Services, Administration for Children and Families, the U.S. Department of Health and Human Services will conduct monitoring visits of a sample of Low Income Home Energy Assistance Program (LIHEAP) grantees.

The LIHEAP statute provides that: ***The Secretary shall conduct in several States in each fiscal year investigations of the use of funds received by the States under this title in order to evaluate compliance with the provisions of this title.*** See 42 U.S.C. § 8627(b).

We use a criteria-based process to select grantees each fall for our reviews. This approach allows us to target training and technical assistance to specific issues we have noted during our monitoring, LIHEAP Plans, and required report reviews. We rely on several data sources in order to select LIHEAP grantees, such as annual LIHEAP Plans, award amounts, *Carryover and Reallotment Reports*, and annual independent audit reports. Using these data sources, we prioritize grantees based on criteria which include the number and severity of audit findings, the level of grantees' measures to prevent improper payments, results from our previous compliance reviews, and the training and monitoring performed by grantees. We also prioritize grantees that we have not visited recently.

In FY 2019, we conducted monitoring of seven states and three tribal grantees, as follows:

<b>No.</b>	<b>Month</b>	<b>LIHEAP Grantee</b>
1	March	Mississippi
2	May	Florida
3	May	Wisconsin
4	June	North Dakota
5	June	Passamaquoddy Tribe – Indian Township_ME
6	July	Passamaquoddy Tribe – Pleasant Point_ME
7	July	Ohio
8	August	Colorado
9	August	Alaska
10	September	Oglala Sioux Tribe_SD

In FY 2020, OCS will monitor the following seven states, one U.S. territory, and two tribal grantees:

#### **FY 2020 Monitoring Visits**

<b>No.</b>	<b>Month*</b>	<b>LIHEAP Grantee</b>
1	December	Puerto Rico
2	January	Commonwealth of Virginia
3	March	South Carolina
4	March	Georgia
5	April	New Mexico

No.	Month*	LIHEAP Grantee
6	May	Nevada
7	June	Rosebud Sioux Tribe SD
8	June	Sault Ste. Marie Tribe of Chippewa Indians MI
9	July	Commonwealth of Massachusetts
10	August	Connecticut

We also selected the following four grantees to start up our FY 2021 monitoring effort:

#### **FY 2021 Initial Monitoring Visits**

No.	Month*	LIHEAP Grantee
1	November	Michigan
2	November	New York
3	December	Lumbee Tribe of North Carolina
4	January	Oklahoma

\*Months are subject to change.

We will work with each grantee to select specific dates to minimize disruption to grantees' operations. OCS staff will contact the grantees listed above to explain the compliance review process, and request documentation to be provided in advance of the visit.

The FY 2020 compliance reviews will focus on FY 2018 programs and note any major changes the grantees have made since then. Please note that the federal Fiscal Year begins on October 1 and ends on September 30.

Thank you in advance for extending your cooperation during onsite visits.

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Thank you for your attention and OCS looks forward to continuing to provide high quality services to OCS grantees.

/s/  
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